



## CITY OF BURLINGTON

City Clerk  
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**CITY OF BURLINGTON  
Common Council Minutes  
Jeannie Hefty, Mayor  
Diahnn Halbach, City Clerk  
Tuesday, January 15, 2019**

1. **Call to Order / Roll Call**

Mayor Hefty called the Common Council meeting to order at 7:20 p.m. Roll Call - Present: Mayor Hefty, Alderman Theresa Meyer, Alderman Bob Grandi, Alderman Ryan Heft, Alderman Steve Rauch, Alderman Jon Schultz, Alderman Todd Bauman, Alderman Tom Preusker. Excused: Alderman Susan Kott.

Student Representatives - Present: Jack Schoepke (BHS), Morgan Tracy (BHS). Excused: None.

Staff present: Administrator Carina Walters, City Attorney John Bjelajac, Finance Director Steve DeQuaker, Assistant City Administrator/Zoning Administrator Megan Watkins, Public Works Director Peter Riggs, Fire Chief Alan Babe, Police Chief Mark Anderson, Human Resource Manager Jason Corbin, Library Director Joe Davies and Intern Nick Faust.

2. **Pledge of Allegiance**

3. **Citizen Comments** - There were none.

4. **Chamber of Commerce Representative and Rescue Squad Representative**

Jeff Van Lysal, Chamber President, gave a brief update on the Chamber of Commerce's upcoming events which included the Annual Chamber Dinner on Thursday, January 17, 2019 and the Hot Chocolate Festival during the weekend of January 19-20th. Van Lysal also stated that Jeff Koenen would be the next Chamber of Commerce President.

5. **Approval of the December 18, 2018 Common Council Minutes**

Motion: Alderman Bauman. Second: Alderman Grandi. With all in favor, the motion carried.

6. **Letters and Communications**

To approve email correspondence received from Alderman Kott on January 8, 2019 stating her absence from the January 15, 2019 Committee of the Whole and Common Council meeting.

Motion: Alderman Meyer. Second: Alderman Bauman. With all in favor, the motion carried.

7. **Reports by Aldermanic Representatives and Department Heads**

Alderman Rauch announced that a discussion regarding dogs in the park will take place during the 1/18/2019 Park Board meeting and encouraged Council members to attend.

Administrator Walters announced that the Committee of the Whole and Common Council meetings scheduled for 2/19/2019 would be moved to Wednesday, 2/20/2019 due to the 2/19/2019 Spring

Primary.

Alderman Schultz gave recognition and welcomed Cub Scout Troop 373 for being in attendance at the meeting.

8. **Approval of Reports 1-2**

Motion: Alderman Grandi. Second: Alderman Heft. With all in favor, the motion carried.

9. **Approval of the Prepaids and Vouchers list for bills accrued through January 15, 2019**

Motion: Alderman Heft. Second: Alderman Bauman. Roll Call Vote: Aye - 7. Nay - 0. The motion carried.

10. **Licenses**

- A. To approve an amendment to the "Class A" Liquor License premise description for Pick 'n Save located at 1008 Milwaukee Avenue.

Motion: Alderman Rauch. Second: Alderman Schultz. With all in favor, the motion carried.

- B. To approve Operator's License Applications as submitted.

Motion: Alderman Schultz. Second: Alderman Bauman. With all in favor, the motion carried.

11. **Special Events**

- A. To approve changes made to upcoming events previously approved by the Common Council.

Motion: Alderman Preusker. Second: Alderman Meyer. With all in favor, the motion carried.

12. **Appointments and Nominations** - There were none.

13. **PUBLIC HEARINGS:** There were none.

14. **RESOLUTIONS:**

- A. **Resolution 4924(26)** - To grant an Easement from the City of Burlington to 492 N. Pine Street LLC for the Alley located behind 492 N. Pine Street.

Motion: Alderman Preusker. Second: Alderman Grandi. Nay - 1 (Alderman Rauch). Motion carried 6-1.

15. **ORDINANCES:** There were none.

16. **MOTIONS:**

- A. **Motion 18-918** - To approve revisions to the City of Burlington Employee Handbook.

Motion: Alderman Bauman. Second: Alderman Heft. With all in favor, the motion carried.

17. **ADJOURN INTO CLOSED SESSION**  
**Wis. Stats 19.85(1)(c)** Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.
- Discussion regarding City Administrator Carina Walters, Annual Employee Review.
- Motion to adjourn into Closed Session: Alderman Meyer. Second: Alderman Heft. Roll Call: Aye - 7. Nay - 0. The motion carried and the meeting was adjourned into closed session at 7:31 p.m.
18. **RECONVENE INTO OPEN SESSION**  
Motion: Alderman Grandi. Second: Alderman Meyer. With all in favor, the meeting returned into Open Session at 8:35. There was no action taken from Closed Session.
19. **ADJOURNMENT**  
Motion: Alderman Heft. Second: Alderman Bauman. With all in favor, the meeting adjourned at 8:35 p.m.

Minutes respectfully submitted by:

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Diahnn C. Halbach  
City Clerk  
City of Burlington